



## **ADMINISTRATIVE DESIGN REVIEW (ADR)**

### **Supplemental Checklist**

For all development activities proposed in the CBD, JBD, TLN, RHBD, NRHBD and MSC zones (*as of August 2007*) requiring ADR, the following supplemental checklist must be submitted with a building permit or other development permit. This checklist will help you identify the most common design regulations in Chapter 92 of the Zoning Code that may apply to your project. Before completing the checklist first find the design district where the development activity is located then refer to the specific code sections for more detail.

Indicate on the plans for a building permit or other development permit application how the proposal complies with the design regulations of Chapter 92 including the following information:

- a. Identification of pedestrian-oriented streets, major pedestrian sidewalks, pedestrian pathways, pedestrian plazas or other designated pedestrian improvements. ☐
- b. Proposed design details, including pedestrian seating areas, awnings and other overhead weather protection measures, fences/walls, bicycle racks, external water spigots, balconies/decks, bay windows, building material and color, and exterior lighting fixtures. ☐
- c. Location and screening materials for outdoor loading and storage areas and garbage dumpsters. ☐
- d. Pedestrian easements may be required and shown on plans (check with the Planning Official). ☐
- e. The Planning Official may request perspective drawings, computer drawings, photographs, 3-D digital models, color renderings material boards or other graphics to adequately evaluate your application (discussed at the pre-design conference). ☐

## **CHAPTER 92 DESIGN REGULATIONS COMPLIANCE**

Regulation

Applies

### **92.10 SITE DESIGN, BUILDING PLACEMENT AND PEDESTRIAN ORIENTED FACADES**

- ☐ **Building Orientation to Street Frontage** *(see Plates #34 in KZC Chapter 180 for street designations)*
  - ☐ JBD- Buildings front on a right of way or through block pathway
  - ☐ RHBD and TLN
    - Building Location – General Options
      - ☐ Reduced required yards adjacent to the sidewalk with a pedestrian oriented façade (see below)
      - ☐ If no pedestrian oriented façade along a sidewalk a 10' setback and landscaping with trees, shrubs, groundcover per 95.40.5.b.
      - ☐ Buildings not located along a street and non-pedestrian oriented façade provide a 3' wide landscape strip between vehicular access or walkway
      - ☐ Vehicle sales showroom located toward street with parking to side or rear
    - Required Pedestrian Oriented Façade Treatments
      - ☐ Primary entrance on façade facing the street is designed for pedestrian access
      - ☐ Transparent windows and/or doors occupy at least 75% of the façade between 2-7 feet
      - ☐ Weather protection is provided over at least 75% of façade
  - ☐ RHBD Neighborhood Center Building Location
    - ☐ 50% of NE 85<sup>th</sup> Street frontage must contain pedestrian oriented facades directly on sidewalk
    - ☐ Vehicle sales showrooms face the street and within 10' of sidewalk
  - ☐ RHBD East End Building Location Options
    - ☐ Buildings located adjacent to sidewalk if pedestrian oriented façade (see above) with entrance and windows along street
    - ☐ 10' wide landscaped front yard with building oriented to street with a pathway connecting the sidewalk to the building
    - ☐ If building is located to the rear of the property with parking in front along NE 85<sup>th</sup> Street provide:
      - ☐ Perimeter parking lot landscape buffer
      - ☐ Pedestrian pathway from sidewalk to building entrance
      - ☐ A walkway along the building façade that meets the through block pathway standards (Section 105.19)
  - ☐ TLN Multi Family buildings adjacent to NE 120<sup>th</sup> ST
    - ☐ Buildings oriented to this street with entrances, windows facing the street.
    - ☐ No parking areas between the building and the street.

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### **Building Orientation At Street Corners**

- ☐ RHBD and TLN Corner Treatments
- ☐ Buildings within 10' of property line at street corner (In Regional Center provide a 10' setback from NE 85<sup>th</sup> ST)
- ☐ Direct pedestrian access to sidewalk
- ☐ Architectural feature or sign
- ☐ Pedestrian oriented space at corner directly to building entry.
- ☐ Landscaping 30' x 30' in size (900 sq ft)

See Plan Sheet # \_\_\_\_\_ Description:

- ☐ RHBD at 124<sup>th</sup>, 126<sup>th</sup> and 128<sup>th</sup> Avenue Intersections Corner Treatments
  - ☐ Pedestrian oriented facades along both street corners
  - ☐ Provide pedestrian oriented space. See Plan Sheet # \_\_\_\_\_
  - ☐ On the west side of 124<sup>th</sup> Avenue NE vehicle sales showrooms at corners are exempt from requirement because of transmission line easement

### ☐ CBD Corner Treatments

Options (at least 1 required):

- ☐ Pedestrian-oriented open space
- ☐ Entrance
- ☐ Pedestrian path
- ☐ Corner elements
- ☐ Unique pedestrian weather protection
- ☐ Bay window, roof deck, balconies, artwork, unique building materials

See Plan Sheet # \_\_\_\_\_ Description:

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### **RHBD Building Orientation Toward Rear Of Property**

- ☐ RHBD East End Rear Yard Building Placement
  - ☐ Landscape buffer
  - ☐ Request to reduce landscape buffer width per Section 95.40
  - ☐ 15' tall building wall proposed
  - ☐ Adjacent property owner in agreement

See Plan Sheet # \_\_\_\_\_ Description:

- ☐ RHBD and TLN Multi story buildings adjacent to low density zones  
Privacy impacts on adjacent low density uses are minimized

## **92.15 PEDESTRIAN ORIENTED IMPROVEMENTS**

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### **Pedestrian oriented space and plazas**

- ☐ All zones: Provide a raised 175 sq. ft. pedestrian oriented space or plazas at building entrance adjacent to parking area.
- ☐ CBD or TC along pedestrian oriented streets provide:
  - ☐ Pedestrian access from sidewalk
  - ☐ Paved concrete or unit paver walking surface
  - ☐ Ground or building mounted lighting
  - ☐ Seating area
  - ☐ Landscaping, trellises or potted plants
  - ☐ No asphalt, gravel, or chain link fence.

See Plan Sheet # \_\_\_\_\_ Description:

- ☐ NRHBD if building is located along a major pedestrian sidewalk on the southwest corner of NE 116<sup>th</sup> Street and 124<sup>th</sup> Avenue NE between sidewalk and building provide (see Plates #34, KZC Chapter 180):
  - ☐ Pedestrian access to sidewalk with concrete or unit pavers
  - ☐ Ground or building mounted lighting
  - ☐ Seating area
  - ☐ Landscaping, trees, shrubs, trellises, potted plants
  - ☐ Not located adjacent to an unscreened parking area, chain link fence or blank wall
  - ☐ Pedestrian oriented space is integrated with a pedestrian connection linking Slater Avenue NE and NE 116<sup>th</sup> Street.

See Plan Sheet # \_\_\_\_\_ Description:

- ☐ RHBD and TLN  
Pedestrian oriented space required for all non-residential uses:  
Size required: 1% of the lot area plus 1% of nonresidential gfa

#### Design Criteria:

- ☐ Pedestrian access from street
- ☐ Paved concrete or unit paving
- ☐ Pedestrian scaled lighting
- ☐ Seating
- ☐ Secure location and high pedestrian traffic
- ☐ Landscaping 20% of space

Optional:

- ☐ Amenities: water, drinking fountain, tables, artwork
- ☐ Pedestrian oriented facades facing the space
- ☐ Sun angle; wind pattern
- ☐ Movable seating

See Plan Sheet # \_\_\_\_\_ Description:



**Blank wall treatments** (Section 92.15 )

☐ All Zones

*(Visible from any right of way, internal access road, pedestrian oriented space or through block pathway)*

Options (provide at least 1):

- ☐ Vertical trellis with plantings
- ☐ Planting beds
- ☐ Artwork

See Plan Sheet # \_\_\_\_\_ Description:

☐ CBD

Options: (provide at least 1):

- ☐ Transparent windows
- ☐ Artwork
- ☐ Landscaping

See Plan Sheet # \_\_\_\_\_ Description:



**Parking garages** (see Section 92.15.4)

☐ All zones required:

☐ Building containing ground floor parking must provide along street:

- \_\_\_\_ Pedestrian-oriented businesses
- \_\_\_\_ Pedestrian-oriented space at least 10' deep
- \_\_\_\_ Facade treatment (windows, artwork, or landscaping)
- \_\_\_\_ Combination of above

- ☐ Parking garage façade screening of openings along pedestrian oriented streets, through block pathways and major pedestrian sidewalks.

See Plan Sheet # \_\_\_\_\_ Description:

- ☐ RHBD and TLN zones

Ground floor parking structures along non-pedestrian oriented streets- Options:

- ☐ Adjacent to a sidewalk if provide:
  - ☐ ground floor commercial use along street frontage at 75%
  - ☐ pedestrian oriented façade along frontage

or

- ☐ Façade setback at least 10 ft from sidewalk with landscaping

## **92.30 ARCHITECTURAL AND HUMAN SCALE**

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### **Techniques to moderate architectural bulk and mass**

- ☐ CBD- Vertical Definition

Required:

- ☐ All CBD zones - Maximum facade length of 70' without vertical definition
- ☐ CBD 4, 6, and 8 modulations on north-south axis max. façade length is 120 ft.
- ☐ CBD 6 and 8 modulations on east-west axis max. façade length is 120 ft.

See Plan Sheet # \_\_\_\_\_ Description:

- ☐ RHBD and TLN zones
- ☐ Along all streets, through block pathways, public open spaces the maximum façade length is 120 feet
- ☐ Required if façade length along street is greater than 120 feet:
  - ☐ Provide 30' wide modulations 20' in depth through all floors
  - ☐ Decks and roof overhangs

See Plan Sheet # \_\_\_\_\_ Description:

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### **Horizontal definition to moderate vertical scale of buildings**

All Zones

Top: sloped roofs, eave lines, cornice treatments, horizontal trellises, sunshades, etc.

Middle: Windows, balconies, materials, railings, other treatments that unify the design.

Bottom: Pedestrian oriented storefronts, pedestrian scale building details, awnings, arcades, concrete stone, stucco, etc.

See Plan Sheet # \_\_\_\_\_ Description:

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### **Techniques to achieve architectural scale**

- ☐ All Zones- Buildings 3 or more stories or footprint greater than 10,000 sq. ft. (see Section 92.30)

Options: (at least 2 of each):

- ☐ Upper story setbacks (at least 10') on at least two facades

On all building facades facing a street or park provide:

- ☐ Horizontal modulation of exterior wall (70'length/10' depth/15'width)  
☐ Balconies on facades on every other floor  
☐ Vertical modulation of roof lines along a street of public park  
☐ Other

See Plan Sheet # \_\_\_\_\_ Description:

Applicable facades: \_\_\_\_\_

Number of elements required: \_\_\_\_

- ☐ RHBD and TLN Zones

Supplemental standards in addition to above techniques required for all zones in the articulation levels below:

- ☐ Distinctive window patterns  
☐ Horizontal Modulation  
☐ Separate covered entry  
☐ Change of roofline  
☐ Change in building material  
☐ Lighting fixtures, trellis, landscape feature

- ☐ Articulation Levels

- ☐ Residential above the ground floor at 30'  
☐ Nonresidential buildings at 70 ft  
☐ RHBD Neighborhood Center at 50'  
☐ RHBD Eastend at 30'

See Plan Sheet # \_\_\_\_\_ Description:

☐ RHBD and TLN (outside TC)

Supplemental Standards For Office Buildings

- ☐ Building facades no longer than 120 feet:
- ☐ Horizontal modulation, building materials, building articulation, fenestration
- ☐ Divide windows into units of 35 ft or less
- ☐ Multi paned windows with mullions not to exceed 20 ft in width
- ☐ Horizontal groupings of windows max. of 30 ft in width
- ☐ 2' tall siding materials separating windows on each floor
- ☐ Recess or project out windows

See Plan Sheet # \_\_\_\_\_ Description:

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**Techniques to achieve human scale** (see Section 92.30.6)

- ☐ All Zones –If 3 or more story buildings where a façade is more than 100 feet long then 3 required per façade facing a street, through block pathway or public park provide at least 3 of the techniques below.

Applicable facades: \_\_\_\_\_

Number of elements required: \_\_\_\_

- ☐ CBD – Provide at least 2 techniques below per façade facing a street or park

Applicable facades: \_\_\_\_\_

Number of elements required: \_\_\_\_

- ☐ JBD, NRHBD, TC, RHBD and TLN

- ☐ Two story buildings on each façade facing a street or thorough block pathway

Provide at least 2 of the techniques below:

Applicable facades: \_\_\_\_\_

Number of elements required: \_\_\_\_

- ☐ One story building on each façade facing a street or thorough block pathway:

Provide at least 1 of the techniques below:

Applicable facades: \_\_\_\_\_

Number of elements required: \_\_\_\_

- ☐ RHBD and TLN- In addition to the techniques below, in the RHBD and TLN buildings over 40,000 sq. ft. shall provide on the façade with the primary entry:

- ☐ Pedestrian oriented space at least 1% of the floor area of the use
- ☐ Covered area at least 15 ft. x 15 ft for outdoor display or vendors
- ☐ Smaller building elements near the entry
- ☐ Other



Human Scale Technique General Options:

- ☐ Balconies on each floor above ground floor
- ☐ Bay windows
- ☐ Pedestrian-oriented space at least 150 sq. ft.
- ☐ Window treatments
- ☐ Window panes
- ☐ Hipped or gable roof
- ☐ Covered entry
- ☐ Upper story setbacks
- ☐ Other

See Plan Sheet # \_\_\_\_\_ Description:

**92.35 BUILDING MATERIAL, COLOR, AND DESIGN DETAILS**

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**Building Materials**

- ☐ All Zones

Provide 3 techniques on each façade that faces a street, through block pathway, pedestrian oriented space or public park:

Building Materials Options:

- ☐ Decorative roof lines
- ☐ Decorative molding or framing
- ☐ Decorative glazing
- ☐ Decorative railings
- ☐ Trellises or arbors
- ☐ Decorative lighting
- ☐ Decorative masonry
- ☐ Wood patterns or details
- ☐ Distinctive tile, stone, glass block, etc.
- ☐ Decorative paving
- ☐ Artwork
- ☐ Other
- ☐ Water spigots along sidewalks

Applicable facades: \_\_\_\_\_

See Plan Sheet # \_\_\_\_\_ Description:

- ☐ **Prohibited materials- All Zones**
  - ☐ Mirrored glass, corrugated fiberglass, chain link fencing
  - ☐ Metal siding: (less than 25% of façade)
  - ☐ Concrete block (may use split faced or grooved, colored blocks, use of bricks, glass blocks, tile as accent)
  - ☐ Existing brick or cast stone masonry may not be covered with metal, plastic, plywood or wood.
  - ☐ Backlit awnings are prohibited (see also Chapter 105)
  - ☐ Cabinet Signs in JBD and CBD(see Chapter 100)
- ☐ **Building cornerstone or plaque- All Zones**
- ☐ **Water spigots** on building facades along sidewalks for cleaning and watering landscaping- All Zones

### **MISCELLANEOUS ZONING CODE REQUIREMENTS**

Below are typical development standards found in other chapters of the Zoning Code that may apply to your proposal.

- ☐ **Overhead Weather Protection- Awnings** (see Section 105.18.g)
- ☐ **Pedestrian Access**
  - ☐ From building primary entrances to abutting sidewalks, pedestrian walkway and transit facilities
  - ☐ Between uses on subject property
  - ☐ Between properties
  - ☐ Through block pathways
  - ☐ Design Standards for the walkways
  - ☐ Through parking areas to main entrance (see Section 105.18)
- ☐ **Bike Racks quantity and location** (see Section 105)
- ☐ **Parking lot design** (see Section 105.96)
- ☐ **Landscaping** (on site, buffers, parking lot perimeter landscaping) (see Section 95.40.5)
- ☐ **Chapter 110 Pedestrian-oriented streets, major pedestrian sidewalks, public improvements and site feature standards** (tree grates, street lights, street trees.  
(see Public Works Standards Manual for a particular design district *(see Plates 34, Chapter 180 for locations and Chapter 110.52 for standards)*)
- ☐ **Entry Features** (see Section 110.52)
- ☐ **Chapter 115 Location and Screening of Loading and Service areas** (see Section 115.47)